

**CITY OF BRIDGEPORT
BUDGET AND APPROPRIATIONS
REGULAR MEETING
OCTOBER 11, 2016**

ATTENDANCE: Denese Taylor-Moye, Co-Chair; Scott Burns, Co-Chair; Anthony Paoletto, Aidee Nieves, Jose Casco and M. Evette Brantley

OTHERS: Ken Flatto, Finance Director; Angel dePara, CAO's Dept.
Thomas Gaudett, Mayor's Office

CALL TO ORDER

Council Member Burns called the meeting to order at 6:05 p.m. A quorum was present

APPROVAL OF COMMITTEE MINUTES: SEPTEMBER 12, 2016.

**** COUNCIL MEMBER PAOLETTO MOVED TO APPROVE THE MINUTES OF SEPTEMBER 12, 2016.**

**** COUNCIL MEMBER BRANTLEY SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES SEPTEMBER 12, 2016 AS SUBMITTED PASSED UNANIMOUSLY.**

**APPROVAL OF COMMITTEE MINUTES: SEPTEMBER 21, 2016
(SPECIAL MEETING)**

The following corrections were noted:

Page 1, under **AGENDA**, paragraph 2, line 1: please change the following from: "new bonding in the amount of \$443,669,347," to "new bonding in the amount of \$43,669,347,"

Page 8, paragraph 1, line 2 and forward: please change all reference regarding "Four Stone" to "Forstone".

**** COUNCIL MEMBER PAOLETTO MOVED TO APPROVE THE MINUTES OF SEPTEMBER 21, 2016.**

**** COUNCIL MEMBER BRANTLEY SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES OF SEPTEMBER 21, 2016 AS AMENDED PASSED UNANIMOUSLY.**

**APPROVAL OF COMMITTEE MINUTES: SEPTEMBER 28, 2016
(SPECIAL MEETING)**

**** COUNCIL MEMBER PAOLETTO MOVED TO APPROVE THE MINUTES OF SEPTEMBER 28, 2016.**

**** COUNCIL MEMBER BRANTLEY SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES SEPTEMBER 28, 2016 AS SUBMITTED PASSED UNANIMOUSLY.**

General Discussion re: Review of the Monthly Financial Report.

Mr. Flatto distributed copies of an amended August Fiscal Monthly Report.

**** COUNCIL MEMBER BRANTLEY MOVED TO ENTER THE AUGUST 2016 MONTHLY FISCAL MONTH AS AMENDED, AS EXHIBIT 10-11-16-1.**

**** COUNCIL MEMBER PAOLETTO SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Flatto explained that the MUNIS system does not allow a report to be run if the month is not closed out. Therefore, the July and August monthly reports needed to be amended. He gave several examples of how this might affect the two monthly reports. Once the previous fiscal year is closed out, then the months will close out normally and the reports will run normally.

Mr. Flatto then distributed a document titled the Report of the Tax Collector for the Fiscal Year ended June 30, 2016.

**** COUNCIL MEMBER BRANTLEY MOVED TO ENTER "REPORT OF THE TAX COLLECTOR FOR THE FISCAL YEAR ENDED JUNE 30, 2017" AS EXHIBIT 10-11-16-2.**

**** COUNCIL MEMBER PAOLETTO SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Flatto gave a brief overview of the Tax Collector's Report and updated everyone on the expected State Aid amount. He said that the review side looked very solid, despite the fact that there were some problems with the PILOT payments.

Mr. Flatto then reviewed the risk factors. He pointed out that the Police overtime would be over budget due to the fact that the Police Department was understaffed and there was a spike in incidents over the summer. The Police Chief recently reported that the overtime has been lower in recent weeks.

The unions were asked for concessions and two major unions agreed. There are negotiations going on with other unions.

The winter is coming. The City's budget for snow removal budget is very lean. However, if the winter is hard with cold temperatures and significant snowfall, an overage could occur.

Mr. Flatto said that there was \$2.5 million dollar in Contingency that the Administration has committed towards not using it. If the administration can keep that money, it will be returned to the Fund Balance.

Council Member Brantley said that she thought there had been some funding in Contingency that had been set aside for a project. Mr. Nkwo gave a brief overview of it. Mr. Flatto explained that

there were two Contingency funds, one is a regular Contingency for emergencies. There is also a Contingency for union contract settlements.

Council Member Brantley said that there was a discussion about helping the Board of Education and mentioned a recent incident at Bassick High School. Discussion followed about the details of the funds. Mr. Flatto explained that the discussion was more about policy than actual allocations.

Council Member Burns asked about the overtime expenses and who tracks it. Mr. Flatto said that Mr. Nkwo and Mr. Gomes were tracking it. Mr. Nkwo said that they can only tell the Chief what the target is. Mr. Flatto said that Mr. Gomes has developed a special form for the overtime tracking. Mr. Flatto said that it comes down to an issue between life or money. When something happens, the officers have to respond.

Council Member Brantley asked where Mr. Nkwo and Mr. Gomes get the information. Mr. Nkwo says the information comes directly from Payroll. Then Mr. Gomes calls the Chief about the overages. Discussion followed.

Demonstration of "Open Bridgeport" by Thomas Gaudett, Mayor's Office.

Mr. Gaudett said that the State Comptroller has been encouraging the various towns and cities to use this type of presentation software. The program can show the public not only the macro budgets, but also allows the viewers to review line items. Mr. Gaudett cautioned everyone that there were areas that were not easy to understand, such as line items where the funds were allocated for a particular project. The allocated funds may be moved out to a special account and the line item will then reflect that there are no funds in the budget. He also demonstrated that when the City cuts a check to a vendor, the amount will be reflected.

The program can also display pie charts showing where the revenue sources are identified. The program will also be able to be used by the Council Members during the budget cycle.

Mr. Gaudett then displayed the Expenditures screens. He pointed out that the Health Insurance Fund would be one of the funds that had a zero balance because the funds are moved from the General Fund to an ISO account.

Council Member Brantley asked how the City acquired the software. Mr. Gaudett explained that the City was considered a "microsite" and piggybacks off the State. Lynn Simko has been working on this along with Mr. Gaudett. The City pays \$2,000/month for the two sites. This will allow the City to be transparent. The City is working with the State comptroller on this and the program will be launched soon.

Council Member Nieves asked Mr. Gaudett to create a PowerPoint program for the Council Members. Mr. Gaudett said that he would do so.

Council Member Casco asked if the City was already paying for it and it wasn't available to the public. Mr. Gaudett said that the City was paying for it already. Mr. Gaudett added that he would like to get this up today, but wanted to make sure it worked properly before releasing it to the public.

ADJOURNMENT

**** COUNCIL MEMBER BRANTLEY MOVED TO ADJOURN.**

**** COUNCIL MEMBER PAOLETTO SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:19 p.m.

Respectfully submitted

S. L. Soltes
Telesco Secretarial Services